

Business Personal Property Listing

2011**Due by January 31, 2011**

Brunswick County Tax Department
PO Box 269
Bolivia, NC 28422
(910) 253-2829 - FAX (910) 253-5809
<http://www.BrunswickCountyNC.gov/>

For Tax Office Use Only			Account	Abstract
Parcel ID	TWP	City	Value	
Business or Individual's Legal Name			County Code	
			Date Business Began in this County	
Trade Name or DBA			Date Business (Fiscal) Year Ends	
			Select One Business Type	
Mailing Address			<input type="radio"/> Partnership <input type="radio"/> Sole Proprietorship	
			<input type="radio"/> Corporation <input type="radio"/> LLC	
			<input type="radio"/> Other (Specify) Other	
City	State	ZIP	Select One Business Category	
Phone	FAX		<input type="radio"/> Retail <input type="radio"/> Wholesale <input type="radio"/> Manufacturing	
Email			<input type="radio"/> Service <input type="radio"/> Farming <input type="radio"/> Leasing/Rental	
Website			<input type="radio"/> Other (Specify)	
Name in which business was Listed Last Year			Complete If Business Is Closed...	
What is the principal business in this county?			Date Ceased	
Physical Address			Select Reason	
			<input type="radio"/> Sold <input type="radio"/> Closed	
City			<input type="radio"/> Bankrupt	
State				
ZIP				
Real Estate Owned By			Sold Equipment, Fixtures And Supplies To	
Contact Person For Audit			Address	
Company			City	State ZIP
Address			Phone	
			List ALL Other NC Counties Where Business Personal Property is Located	
City	State	ZIP		
Phone	FAX			
Email				
Owner/Partner	Phone			
Owner/Partner	Phone			

Instructions: Please complete the required schedules based on items you own. For business owners, please complete all schedules.

Unregistered Vehicles(s) - **Schedule D-1**
Mobile Home(s)/Office(s) - **Schedule D-4**

Boat(s) and Watercraft - **Schedule D-2**
Farm and Lawn Equipment - **Schedule F**

Aircraft - **Schedule D-3**
Billboard(s) - **Schedule H**

Detailed instructions, additional schedules and electronic worksheets are available from our website at <http://www.BrunswickCountyNC.gov/> or by contacting the Business Personal Property Tax Office by telephone at (910) 253-2829.

LISTINGS MARKED "SAME AS LAST YEAR" WILL NOT BE ACCEPTED



Schedule A - Business Personal Property

2011

List ALL Business Personal Property in detail. Attach additional schedules if needed.

[illegible]

Schedule A - Business Personal Property

2011

[illegible]

Schedule B - Tangible Personal Property Under Construction (CIP)

2011

Report 100% of the cost of all personal property carried in a CIP account as of January 1.

\$ _____

Schedule C - Supplies Not Held for Resale as of January 1

2011

List cost for each category below. Expense records, receipts or other documentation may be required to support all costs.

Fuels (held for consumption)	100% Cost	\$ _____
Maintenance and Janitorial Supplies	100% Cost	\$ _____
Office Supplies	100% Cost	\$ _____
Medical, Dental, Beauty and Barber Supplies	100% Cost	\$ _____
Replacement Parts, Spare Parts and Hand Tools	100% Cost	\$ _____
Restaurant, Hotel and Motel Items (linens, china, silverware, etc.)	100% Cost	\$ _____
All other Miscellaneous Supplies not listed above	100% Cost	\$ _____
	Total	\$ _____

Schedule D - Vehicles, Watercraft, Aircraft and Mobile Homes/Offices

2011

Please answer the following questions and complete the required schedules for any questions answered 'YES'

D-1 Does your business own any Unregistered Vehicles or Unregistered Trailers? O Yes O No Does your business own any Special Bodies on Vehicles? O Yes O No							
Year	Make	Model	Body/Size	Special Body Cost	VIN	Original Cost	Year Acquired

D-2 Does your business own any Watercraft, Jet Skis or Watercraft Engines? O Yes O No							
Type	Year/Make/Model	Length/Size	Registration #	Location	Engine Type	Original Cost	Year Acquired

D-3 Does your business own any Aircraft? O Yes O No							
Year	Make	Model	N-Number Tail Number	Location	Original Cost	Year Acquired	

D-4 Does your business own any Mobile Homes or Mobile Offices? O Yes O No							
Year	Model	Length x Width	ID/VIN	Location	Original Cost	Year Acquired	

Schedule E - Separately Scheduled Property

2011

Does your business own any artwork, displays, statues or other personal property that is separately scheduled for insurance purposes? If 'Yes', please describe the item(s) below and provide an estimated value. O Yes O No					
Description	Year Acquired	Estimated Value	Description	Year Acquired	Estimated Value

Schedule F - Farm or Lawn Equipment

2011

Does your business own any tractors and/or other farm or lawn care equipment? Please itemize below. O Yes O No O Cost on Schedule A?					
Year	Description or Make	Model or Series	Gas or Diesel	Year Acquired	Original Cost

Schedule G - Expensed Items

2011

Report any assets which would typically be capitalized including Section 179 expensed items. Please specify your Capitalization Threshold to the right.				Capitalization Threshold \$	
Description	Year Acquired	Original Cost Installed	Description	Year Acquired	Original Cost Installed

Schedule H - Billboards/Outdoor Advertising Structures

2011

Does your business own any Billboards or Outdoor Advertising structures? If 'Yes' please attach a completed Schedule H-1	<input type="radio"/> Yes <input type="radio"/> No
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Schedule I - Leased Personal Property

2011

Please provide the Lease Information requested below for property in your possession that is owned by someone else.					
Owner Name			Item Description		
Mailing Address			Selling Price New		Annual Rent
City	State	ZIP	Lease Start Date		Lease End Date
Phone			Capitalized? <input type="radio"/> Yes <input type="radio"/> No		
Owner Name			Item Description		
Mailing Address			Selling Price New		Annual Rent
City	State	ZIP	Lease Start Date		Lease End Date
Phone			Capitalized? <input type="radio"/> Yes <input type="radio"/> No		
Owner Name			Item Description		
Mailing Address			Selling Price New		Annual Rent
City	State	ZIP	Lease Start Date		Lease End Date
Phone			Capitalized? <input type="radio"/> Yes <input type="radio"/> No		

Affirmation -

Listing Form **MUST** be signed by a
Legally Authorized Person

To Avoid Late Listing Penalty,
Complete and Return by January 31, 2011

Under penalties prescribed by law, I hereby affirm that to the best of my knowledge and belief this listing, including any accompanying statements, schedules, and other information, is true and complete. If this affirmation is signed by an individual other than the taxpayer, he/she affirms that he/she is familiar with the extent and true value of all the taxpayer's property subject to taxation in this county and that his/her affirmation is based on all the information of which he/she has any knowledge.

Listing **MUST** be signed by a **PRINCIPAL OFFICER** of the taxpayer or a **FULL-TIME** employee of the taxpayer who has been officially empowered by the principal officer to list the property.

FORMS WITHOUT SIGNATURE WILL BE RETURNED

AGENTS and CPAs ARE NOT AUTHORIZED TO SIGN THIS FORM

Signature (Owner/Principal)		Date	Preparer Other Than Taxpayer		Date
Printed Name			Printed Name		
Title	Phone		Phone		

Any individual who willfully makes and subscribes an abstract listing required by the Subchapter (of the Revenue Laws) which he/she does not believe to be true and correct as to every material matter shall be guilty of a Class 2 Misdemeanor

Business Personal Property Extension Request

2011

Due by January 31, 2011

Brunswick County Tax Department

PO Box 269

Bolivia, NC 28422

(910) 253-2829 - FAX (910) 253-5809

<http://www.BrunswickCountyNC.gov/>

For Tax Office Use Only	Account	Abstract	
Parcel ID	TWP	City	Note Extension

Brunswick County Tax Department

Attn: Business Personal Property

PO Box 269

Bolivia, NC 28422

Instructions: Please sign and return this Extension Letter by January 31, 2011 to request an extension for filing your Business Personal Property Listing form.

BusinessName: _____

Address: _____

Phone: _____

Please grant an extension to April 15th, 2011 for listing Business Personal Property for the above referenced business.

Thank You,

Signature and Date

You may FAX this request to 910-253-5809 or email a signed, scanned copy to radams@brunsko.net.

<http://www.BrunswickCountyNC.gov/>



Business Personal Property Historical Data Request 2011

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For Tax Office Use Only	Account	Abstract
Parcel ID	TWP	City
Note		Data Request

Brunswick County Tax Department

Attn: Business Personal Property

PO Box 269

Bolivia, NC 28422

Instructions: Please sign and return this Historical Data Request Letter if you need a detailed copy of assests previously reported to assit in completing your Business Personal Property Listing form.

BusinessName: _____

Address: _____

Phone: _____

Please send me the Historical Data for my business to assist in completing my Business Personal Property listing form for the above referenced business.

Thank You,

Signature and Date

You may FAX this request to 910-253-5809 or email a signed, scanned copy to radams@brunsko.net.

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